

# Step by step Instructions on How to Set Up Your Reservation Account and Book an Appointment at the Center for Health & Fitness:

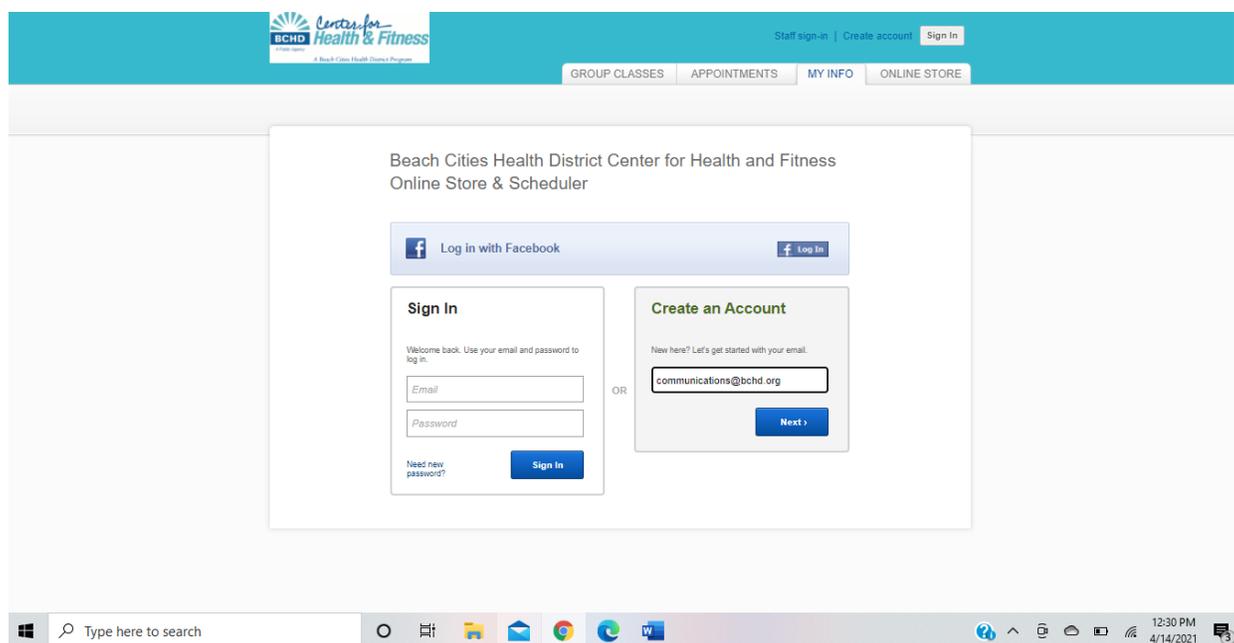
There are two ways to make a reservation at BCHD’s Center for Health and Fitness – MindBody App on your smart device or via website browser.

## To Create an account via your online web browser:

**Step One:** Go to link provided below:

<https://clients.mindbodyonline.com/classic/ws?studioid=5719947&stype=-98>

**Step Two:** Go to ‘Create An Account’ – enter in your name and email address, select next (if you already have an account created enter in your email and password information)



**Step Three:** Complete sections 1 – 2 -3 (select preference on the following: Account Management & Reminders and Schedule Changes)

**1. Contact Information**

First name • Billy  
Last name • Bob  
Address • 514 N. Prospect Ave  
City • Redondo Beach  
State • California  
Country • UNITED STATES  
Postal code • 90277

**2. Account Information**

Email • communications@bchd.org  
Password • .....  
Confirm password • .....  
Mobile phone • 3103743428

What do you want to hear about?  
We'll still email receipts and anything critical.

Account management  
 Email  Text

Reminders and schedule changes  
 Email  Text

News and promos<sup>1</sup>  
 Email  Text

<sup>1</sup> Clicking in to News and Promos means Beach Cities Health District Center for Health and Fitness can send you automated promotional messages. You'll never have to subscribe to buy something.

**3. Family Members**

Add Family Member

**Create Account**

Congratulations!!! Your account has been created.

Select the “Gym Reservations & Classes” tab to register for Gym Reservations.

**GYM RESERVATIONS & CLASSES** MY INFO

All service categories All class types All teachers

**Class Schedule** Today Day Week 4/19/2021

Start time	Classes	Instructor	Assistant	Room	Duration
<b>Mon April 19, 2021</b>					
6:30 am PDT	Gym Reservations	Open Gym		Indoor	1 hour
8:00 am PDT	Gym Reservations	Open Gym		Indoor	1 hour
9:30 am PDT	Gym Reservations	Open Gym		Indoor	1 hour
11:00 am PDT	Gym Reservations	Open Gym		Indoor	1 hour
12:30 pm PDT	Gym Reservations	Open Gym		Indoor	1 hour
2:00 pm PDT	Gym Reservations	Open Gym		Indoor	1 hour
3:30 pm PDT	Gym Reservations	Open Gym		Indoor	1 hour
5:00 pm PDT	Gym Reservations	Open Gym		Indoor	1 hour

For Gym Reservations – go to preferred day/time to reserve your time by selecting “Sign Up Now”. To complete your reservation select “Register as unpaid” (Reservations can be made up to 7 days in advance)


Welcome Billy Bob, you're signed in  
Last sign-in: n/a [Sign Out](#)

[GROUP CLASSES](#) | [APPOINTMENTS](#) | [MY INFO](#) | [ONLINE STORE](#)

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### Make a Reservation

#### Gym Reservations

Instructor: Open Gym  
 Time: 6:30 am - 7:30 am PDT  
 Date: Monday 4/19/2021

[Make a single reservation](#)  
[Register as unpaid](#)

#### Recurring Options

Make this reservation every: 1 Week(s)  
 Select Days:  Mon  
 Start date: Monday 4/19/2021  
 End date: Monday 4/19/2021

Total # Reservations: 1

[Make a recurring reservation](#)  
[Register as unpaid](#)

Type here to search
12:35 PM 4/14/2021


Welcome Billy Bob, you're signed in  
Last sign-in: n/a [Sign Out](#)

[GROUP CLASSES](#) | [APPOINTMENTS](#) | [MY INFO](#) | [ONLINE STORE](#)

[Profile](#) | [My Schedule](#) | [Visit History](#) | [Purchase History](#) | [Account](#)

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### My Schedule

You've Booked: Gym Reservations on 4/19/2021 at 6:30 am [Book another class](#)

Day	Time	Share	Class	Instructor	Room	Web	Reschedule	Cancel
<b>Next week at Beach Cities Health District Center for Health and Fitness</b>								
Mon 4/19/2021	6:30 am PDT		Gym Reservations	Open Gym	Indoor	Yes		Cancel

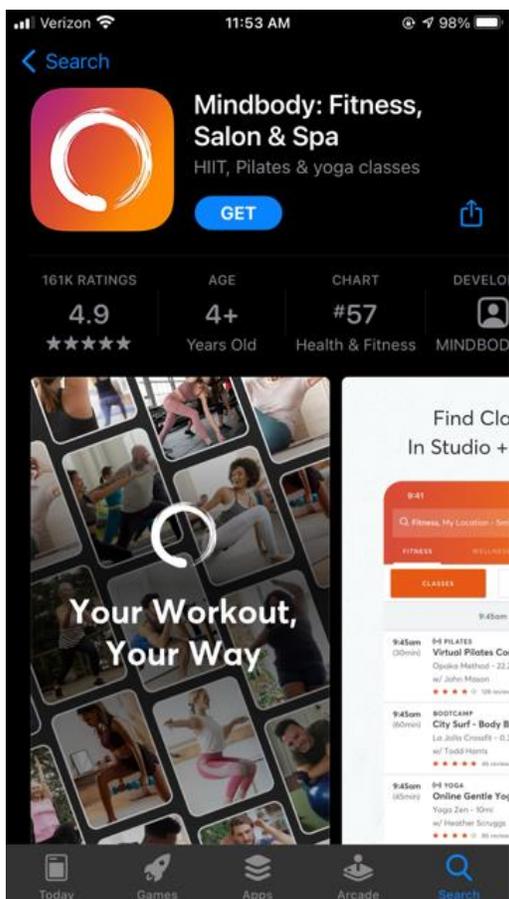
**Cancellation Policy**

If you would like to cancel or modify a reservation or appointment, click "Cancel."  
 "Late Cancel" appears when the online cancellation period has passed. This option can be used to allow another person to register in that availability. For more information, please contact Beach Cities Health District Center for Health and Fitness at (310) 374-3426.

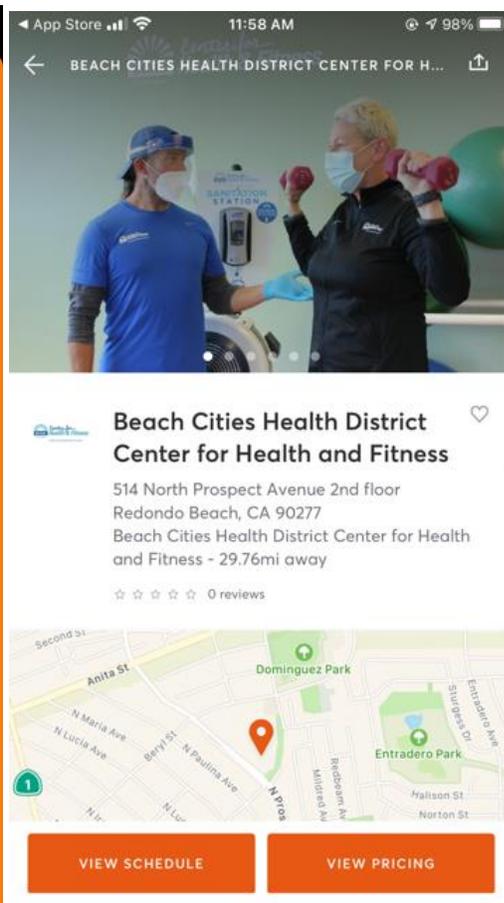
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## To Create an account via the App:

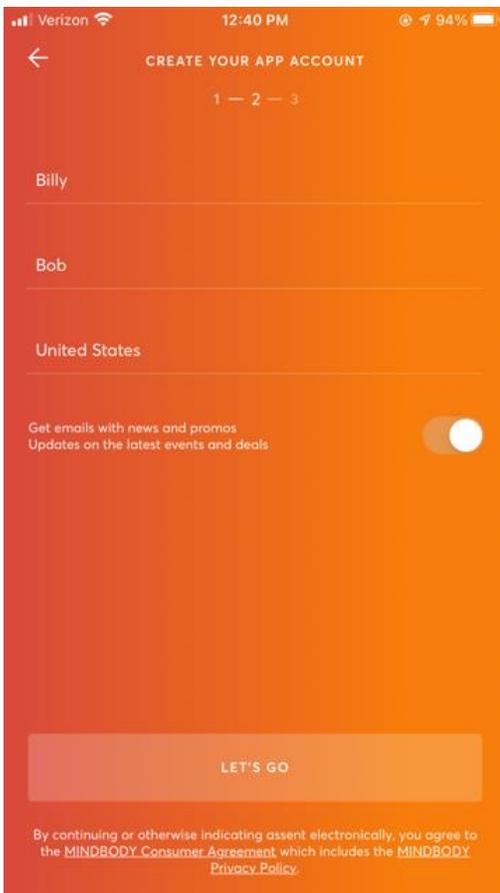
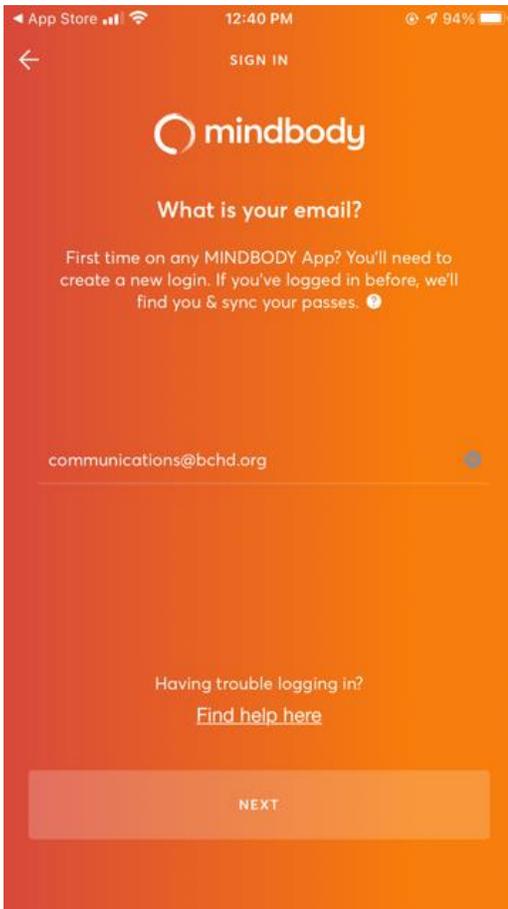
**Step One:** Download Mind Body App onto your smartphone or tablet



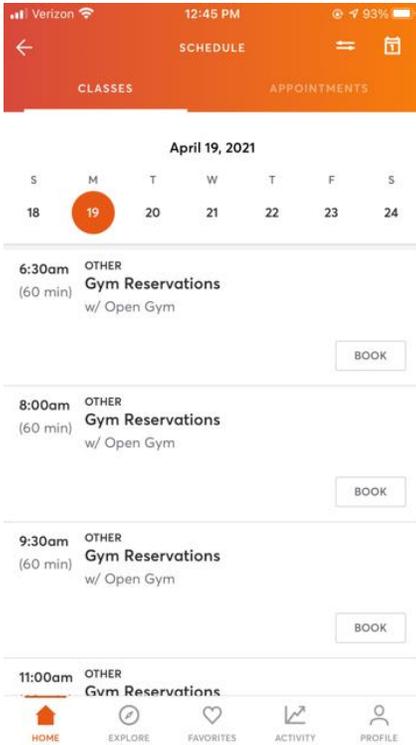
## Step Two: Search for Beach Cities Health District Center for Health and Fitness



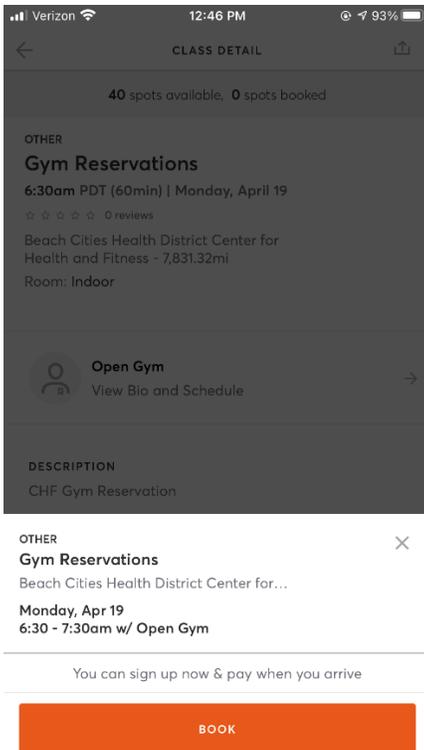
### Step Three: Create an Account – enter your name and email address, select NEXT



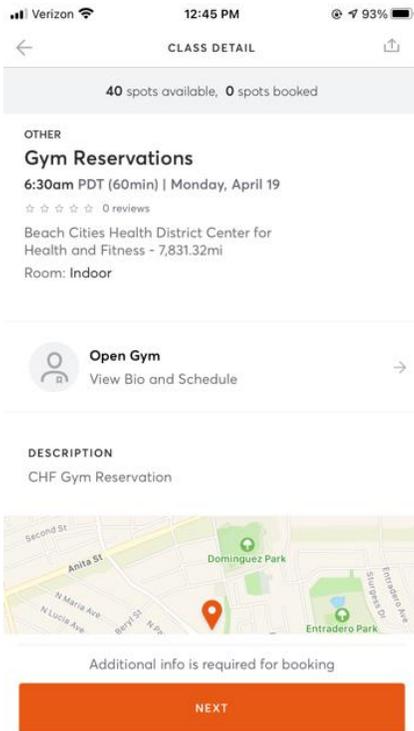
**Step Four:** Step Four: Go to “Gym Reservations & Classes” to register for Gym Reservations.



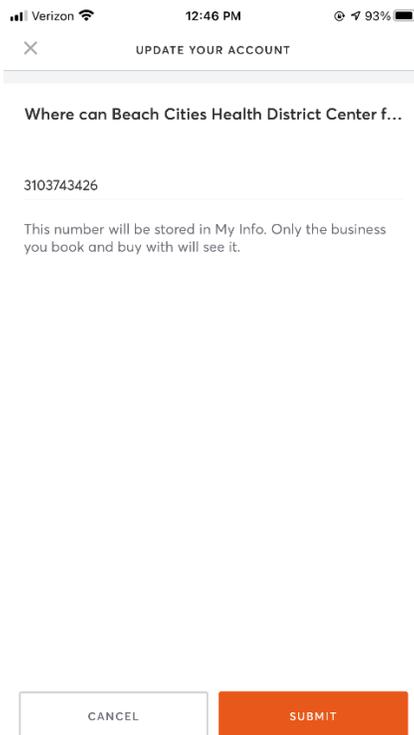
**Step Five:** Select preferred date/time and select BOOK (*Reservations can be made up to one week in advanced.*)



## Step Six: View your selection and press NEXT



## Step Seven: Enter in your mobile phone number and select SUBMIT



**Step Eight:** Press BOOK to make your reservation – your confirmation will be sent to you via email or text message (based upon your preference)

